

New Genesis, Incorporated

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New Genesis Learning Center
GSRP Assistant Lead Teacher**



Reports To

GSRP Lead Teacher, Childcare Administrator and Executive Director

General Position Summary

The Great Start Readiness Program (GSRP) Assistant Lead Teacher is responsible for assisting the Lead Teacher in developing and implementing a program of activities that promotes the social, emotional and physical development of each child enrolled in accordance to the requirements of the GSRP grant. The duties and responsibilities will be carried out under the direction of the Lead Teacher.

Job Responsibilities:

The Great Start Readiness Program is Michigan's preschool program for four year old children who have factors such as low incomes that might put them at risk for school success. This is a very high quality early childhood program that follows all rules and regulations of the Michigan Department of Education. This position requires one who is a personable and dependable person with a strong work ethic.

- Assist Lead Teacher in implement developmentally-appropriate instruction for children using research-based curriculum
- Follow the daily schedule as outlined in the curriculum and GSRP guidelines
- Conduct screening and ongoing assessment of children and provide age-appropriate instructional support
- Meet with Early Childhood Specialist as needed to ensure quality programming and maintain a high-level PQA rating
- Attend staff meetings, workshops, and other scheduled program activities as requested
- Consider the associate teacher an essential member of the teaching team
- Collaborate with the associate teacher in planning, team meetings, troubleshooting, and decision-making
- Empower the associate teacher to monitor behavior and support the educational process in the classroom
- Participate in home visits with associate teacher to partner with parents to meet the educational needs of their children
- Organize and maintain records for grant and licensing purposes
- Create and update anecdotal records and portfolios for each child

Qualifications:

- An associate's degree in early childhood education or child development or the equivalent;
- A valid classroom CDA credential; or
- An existing 120 Hour approval.
- Must be creative and love children and want to see them succeed
- Strong written and verbal communication skills
- Criminal background clearance
- TB & DHS Clearance

Hours:

Full-Time with work hours between 8:30am-5:00pm, Monday-Friday.

COMPENSATION RANGE: \$10-\$12 per hour (commensurate with experience)

TO APPLY: e-mail tamiem@clcglobal.org to receive application or pick-up and return completed application and resume to:

New Genesis Learning Center
1225 W Paterson St
Kalamazoo, Michigan 49007
Attention: Tamie Moran

DEADLINE: Friday, August 7, 2015